

Professional Certification

All state agency contract management and purchasing personnel must be trained and certified to the extent required by state law and the administrative rules of the Texas Comptroller of Public Accounts (CPA). See Texas Government Code, Chapter 2262 Statewide Contract Management, Section 2262.053 Training and Texas Government Code, Chapter 2155 Purchasing; General Rules and Procedures, Section 2155.078 Training and Certification of State Agency Purchasing Personnel. The only exceptions are for institutions of higher education, to which Texas Education Code, Sections 51.9335 or 73.115 apply.

State agency contract management and purchasing personnel includes all state agency purchasing personnel including personnel employed at agencies exempted from the purchasing authority of the Comptroller of Public Accounts/Texas Procurement and Support Services (TPASS). It is not the intent of this definition to include (1) an executive level manager authorized to bind the governmental entity or (2) an attorney performing traditional legal functions – such as legal review of a contract. Additional information regarding purchaser certification can be found on the Training and Certification website: <http://www.window.state.tx.us/procurement/prog/training-cert/>

Contract Management (CTCM)

Pursuant to Texas Government Code §2262.053, the Texas Procurement and Support Services (TPASS) administers a system of training, certification and continuing education for state agency contract management personnel.

Each state agency shall ensure that the agency's contract managers complete the training and certification developed under this section. Per S.B. 1681, 83rd Legislature, all members of the governing body of a state agency shall complete an abbreviated contract management course.

Additional information can be found at: <http://www.window.state.tx.us/procurement/prog/training-cert/cmt/>

Purchasing (CTP/CTPM)

Pursuant to Texas Government Code §2155.078, the Texas Procurement and Support Services (TPASS) administers a system of training, certification and continuing education for state agency purchasing personnel.

Each state agency shall ensure that the agency's purchasing personnel complete the training and certification developed under this section. It is not the intent of this definition to include (1) an executive level manager authorized to bind the governmental entity or (2) an attorney performing traditional legal functions – such as legal review of a contract.

Additional information can be found at: http://www.window.state.tx.us/procurement/prog/training-cert/purchtrn_cert/